Contra Costa County  Fire Protection District

MINUTES

February 22, 2016

The Advisory Fire Commission met at a regular meeting on Monday, February 22, 2016 at 7:00 p.m. Chairman Tom Chapman called the meeting to order and led the salute to the flag.

ROLL CALL:

Present: Commissioners: Richard “Tom” Chapman – At Large #2
Mike Egan – At Large #1
Debra Galey – District IV
Bill Granados – District II
Ed Haynes – District III
Nat Rojanasathira – District V
Erling Horn (Alternate – District II)

Fire Chief: Jeff Carman

BADGE PINNING CEREMONY

None

PUBLIC HEARINGS:

A. Chairman Chapman opened the public hearing on the February 22, 2016 Report on the Cost of Abatement. Hearing no objections or protests to the February 22, 2016 Abatement Report, the hearing was closed. He then asked for a motion to adopt the “Resolution of Confirmation” confirming the February 22, 2016 Abatement Report in the amount of $5,317.41. Commissioner Haynes moved that the Commission adopt the Resolution of Confirmation confirming the Abatement Report, seconded by Commissioner Granados. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

Commissioner Rojanasathira made an additional motion to have District staff adjust or modify any charges found to be incorrect because the charge was entered:

a) more than once,

b) through clerical error,
c) through the error or mistake of a material fact, or
d) illegally

Motion seconded by Chairman Chapman. Said motion carried by a unanimous vote
(AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

PUBLIC COMMENTS: None

PRESENTATION OF RECOMMENDED PRELIMINARY BUDGET – FY 2016-17

Jackie Lorrekovich, Chief of Administrative Services, was present to give an overview of
and answer questions regarding the District’s recommended preliminary FY 2016-17
budget. The General Operating Fund 7300 Preliminary Budget for FY 2016-17 is
$123,801,045. A general discussion of revenue and expenditure items followed. Chief
Lorrekoovich informed the Commission that the official budget hearing before the Board of
Directors is scheduled for April.

Before being excused from the meeting, Chief Lorrekovich explained that the negative
reflect the anticipated graduates of Academy #49, currently in progress, who will fill
currently existing and future vacancies.

PRESENTATION OF 2016 OPERATIONAL PLAN

Fire Chief Carman gave an overview of the District’s 2016 Operational Plan.

Our main goal is planning. While we were low on funds, the District was doing much of its
planning by demand. Now that we have rebuilt to a somewhat sustainable level and have
funding in place, we are able to do more. This year we will receive 13 Type I engines, 4
ladder trucks, 2 rescues, and a command vehicle. Our oldest apparatus will be 10 years
old (just one), and the remainder will be 8 years old or less. This means we are in a very
good position to develop a projected life cycle for apparatus as we begin putting money
into a capital improvement fund which will allow us to replace that 10 year apparatus when
it reaches 12 years and continue to move forward in a proactive mode.

It goes further than apparatus. We have 30 cardiac monitors which run 30k each; this year
we will replace 150 SCBA cylinders at 2k each; we have a thermal imaging camera on
each piece of apparatus and several more for training at 8-10k each – it all adds up, and
there is quite an impact on our budget when we do not plan ahead. This includes facilities,
fleet, logistics – anything that will impact us negatively without planning.

In line with our strategic initiatives: we will be rebuilding some stations and possibly
relocating others; Chief Marshall is on his 4th Academy in 19 months as we continue to put
money into our workforce – striving for more diversity, training our current staff, and hiring
the highest quality personnel; we are developing a strategy to better communicate our value to the community; we will staff our soon to arrive mobile command vehicle and educate our command officers as we better equip ourselves to handle significant disasters such as chemical release and widespread devastation from earthquake and other natural disasters.

Our goals in Section Two support our strategic initiatives. Section Three lists the District’s significant accomplishments which include the ambulance contract which will positively affect the way we deliver EMS for the next 10 years. And we did this without adding any additional staff. All of these accomplishments were due to the hard work and dedicated efforts of our staff with little, if any, additional staff. I am blessed with a great, hard-working staff without whom we could not have accomplished any of these things. I am really proud of the organization.

**In response to whether there were any initial bugs that affected the EMS transition** – Operationally, the transition was seamless. Technologically, there were some glitches, such as data mining issues and the CAD to CAD bridge to Richmond, which have been resolved. We started training our dispatchers in January and brought AMR staff over in February, and AMR has been dispatching from our communications center. We will soon be down-staffing the AMR side of the house because staff has taken to the training quickly and do not need the additional support. We are about 95% to where we want to be and still working on the finer points. Under the direction of A/C Goetsch, our managers and dispatchers are working well together with the AMR managers and dispatchers.

**In response to whether we are billing for traffic accidents and structure fires** – No, and since vehicle and homeowner insurance policies collect fees for both we may look into taking advantage of this in the future.

**CONSENT ITEMS:**

A. **December 14, 2015 Meeting Minutes:**

- Commissioner Granados expressed concern about comments captured in the meeting minutes not being moved to the subsequent meeting agenda. Going forward, Secretary Ellingberg will keep track of these items, beginning with the December 2015 minutes.

Commissioner Haynes made a motion to approve the December 14, 2015 meeting minutes with two (2) corrections. Motion was seconded by Commissioner Chapman. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

B. **Accept and File Reports:**


   ▪ Commissioner Granados noted that the numbers in the report of Assigned Incidents by Station are so similar from month to month as to be predictable.
   ▪ Commissioner Egan referred to the Station Summary and noted that the number of Code 3 calls in the Station 4 area far exceeded the number of calls in the Station 16 area and expressed concern about the response time from downtown Walnut Creek and Station 32 in San Ramon. Chief Carman responded that we have to consider the volume over a year’s time. Many of the Walnut Creek calls are EMS calls versus calls that require other than EMS resources. Most of mistaken alarm calls come in as fires. The numbers tend to be superficial and the response times are very close to what they should be.
   ▪ Commissioner Rojanasathira asked about Mutual Aid and if East County has re-staffed some of their personnel. Chief Carman responded that East County has not re-staffed and probably will not for another 6 months since they have to do an academy before they can hire more personnel. However, they have improved in the sense that if they are tied up with an emergency call and they get a medical call, they let an ambulance handle it instead of calling us.
   ▪ Commissioner Haynes mentioned he would like to see the Station 4 plan accelerated to improve 9-minute response times. Also, there needs to be a station in East County to address the volume of calls there. Chief Carman noted that the constraint has to do with financial resources; and we are trying to bring back stations as we see they are needed as opposed to focusing on being a 30 station district again which he does not think our District was meant to be. When resources are limited, you don’t open a station in an area that only gets 250 calls in a year. The Station 4 area has a high volume of EMS calls; the Station 16 has a high number of EMS calls and it is also a high property loss area. These are some of the many things that must be considered before planning to open a station.


6. Correspondence – Reviewed.

Chairman Egan made a motion to accept and file reports as written, seconded by Commissioner Granados. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Gale, Granados, Haynes, Rojanasathira).

Chief Carman confirmed that Chief Atlas is the Interim A/C for EMS and Support Services and B/C Sonsteng is the EMS Chief.

UNFINISHED BUSINESS: None

NEW BUSINESS:


- Commissioner Haynes noted that he would like to see mileage included for vehicles.


Commissioner Haynes made a motion to approve the surplus of equipment listed on the declaration reports of February 22, 2016 and November 25, 2015. Motion was seconded by Commissioner Egan. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

COMMISSIONERS’ COMMENTS:

- Chairman Chapman noted that this part of the agenda is not for discussion but rather for comments and items for the next agenda.

- Commissioner Haynes noted that his stated interest, at the December meeting, in further discussing Station 4 has been addressed.

- Commissioner Rojanasathira shared that last month he hosted an Australian Deputy City Manager for a day as part of an exchange program. They started their day at Con Fire with A/C Goetsch and others, and his guest was very impressed.

- Commissioner Egan inquired as to whether we have a Reserve program and also about seniors who want to do community service. Chief Carman responded that our Reserve stations are numbers 18 and 19. We spent money equipping those stations to get that program active again but do not get a lot of response from them. The situation is similar with volunteer programs everywhere. We are going to eliminate Station 18 and bring the Station 18 and 19 reserves together. There are two types of programs. The first, in Briones, uses volunteer firefighters because they have no need for a full fire station; and the second has student workers – an Explorer Cadet Program. Using volunteers tends to lead to labor issues; we need young aspiring firefighters which would potentially help with our diversity efforts. A good program would be one where we bring them into an apprentice-type program.
and allow them to promote into the organization. As for seniors, it may be possible to have a program where they can help with some of the support functions, but we have not had a chance to work on that yet.

Commissioner Granados made a motion to adjourn the meeting; seconded by Commissioner Egan. Said motion carried by a unanimous vote (AYES: Chapman, Egan, Galey, Granados, Haynes, Rojanasathira).

Meeting adjourned at 8:59 p.m.

**NEXT MEETING DATE AND TIME:**

April 11, 2016, 7:00 p.m.

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Latonia Ellingberg, Recording Secretary